



REPLY TO  
ATTENTION OF

**DEPARTMENT OF THE ARMY**  
**U. S. ARMY GARRISON SCHINNEN**  
**UNIT 21602**  
**APO AE 09703-1602**

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: USAG Schinnen Motorcycle Safety Campaign 2006

**1. REFERENCES**

- a. Army in Europe Motorcycle Safety Campaign, dated 27 March 2006
- b. United States Army Chief of Staff memorandum, dated 28 Dec 2005, Motorcycle Mentorship – Ride Smart, Ride Safe, Team Up!

**2. PURPOSE**

The USAG Schinnen Motorcycle Safety Campaign addresses efforts being taken to reduce the occurrence of motorcycle accidents and increase safety awareness of motorcycling hazards in the USAG Schinnen area of operation. This campaign is in support of the Army in Europe Motorcycle Safety Campaign, dated 27 March 2006 (Enclosure 1). Garrison agencies identified herein will make every effort to comply with these instructions and have responsible areas developed and in place no later than 01 May 2006. Questions or conflicts with these instructions will be directed to the Installation Safety Office for resolution.

**3. RESPONSIBILITIES**

- a. Commanders and Supervisors, USAG Schinnen, will:

Support the efforts outlined in this campaign to the greatest extent possible, ensuring adequate resources are available to properly execute campaign initiatives as described herein.

- b. Directorate of Logistics, will:

(1) Ensure a system for motorcycle driver proficiency training is established and available to community members in accordance with Army in Europe Regulation 190-1. Proficiency training will be conducted under the guidance of the Motorcycle Safety Foundation (MSF) curriculum and will be available throughout the motorcycle riding season (March – October) of each year. MSF training (Basic Rider Course - BRC), or (Experienced Rider Course - ERC) will be scheduled monthly during the 8-month motorcycle riding season, and more often if needed to support the needs of the motorcycle riding community. MSF training is available free of charge for all military

personnel and DOD Civilian employees. Contractors and family members may receive the training on a space available basis. The Driver's Testing Station (DTS) training manager will coordinate for availability of qualified MSF Rider Coaches to conduct scheduled training.

(2) Develop and publish the MSF training schedule in February each year for distribution through Public Affairs Office (PAO) media channels.

(3) Coordinate with the PAO for the development of a web-base on-line MSF registration system. Course registration will also be available by phone and walk-in to the DTS.

(4) Program annual funding to support the motorcycle training program, to include cost associated with equipment upkeep and training range maintenance.

(5) Establish a USAFE License motorcycle rider database for tracking the qualifications of motorcycle riders in the community. The database will consist of the following information: NAME; UNIT; PHONE; APO MAILING ADDRESS; DEROS; MIL EMAIL ADDRESS; USAFE LICENSE EXPIRATION DATE; DATE OF MSF TRAINING. The database will be forwarded to the Installation Safety Office quarterly to support other program elements of the motorcycle safety campaign.

(6) Prepare a Driver's Testing Station memorandum for distribution to registered USAFE licensed motorcycle drivers notifying them of pending expiration of their MSF training certification. Motorcycle drivers must renew MSF certification every three years or risk losing the motorcycle endorsement. Memorandum will be sent to licensee 60 days prior to the expiration date.

(7) Require Soldiers applying for a first-time motorcycle endorsement to their USAFE licenses have a Motorcycle Risk-Management Worksheet (AE FORM 385-55B) completed and signed by their commander. AE Form 385-55B will be presented to the DTS before a motorcycle endorsement is issued.

c. Directorate of Morale, Welfare and Recreation (DMWR) will:

(1) Establish procedures to allow for the registration of experienced motorcycle drivers to serve as volunteer Motorcycle Mentors under the Installation Volunteer Program (AR 608-1). Potential Mentors will be referred to the Installation Safety Office for detailed information on the garrison's Motorcycle Mentorship Program (MMP).

(2) Allow for the registration of on-post motorcycle clubs as private organizations within the limits of AR 210-22, Private Organizations on U.S. Army Installations.

(d) Directorate of Emergency Services (DES) will:

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(1) Spot-check motorcycles and motorcycle drivers in U.S. controlled areas for compliance with applicable regulations. Drivers and passengers will be checked for appropriate motorcycle personnel protective equipment.

(2) Conduct routine front-gate checks for valid MSF training cards and proper motorcycle license endorsements.

(e) Public Affairs Office (PAO) will:

(1) Publish motorcycle safety information in appropriate media, periodically publicize community motorcycle clubs (as allowed by AR 210-22) and Motorcycle Mentorship Programs.

(2) Help educate the non-riding population on motorcycle awareness.

(3) Develop a motorcycle safety web page for the posting of motorcycle safety awareness material.

(f) Installation Safety Manager will:

(1) Serve as the Motorcycle Safety Program Manager assisting agencies with the implementation of the USAG Schinnen Motorcycle Safety Campaign.

(2) Be available to assist DTS with Motorcycle Safety Foundation training as a MSF Rider Coach throughout the motorcycle riding season.

(3) Provide the DMWR Installation Volunteer Coordinator with Motorcycle Mentorship Program (MMP) information; Develop a Mentor questionnaire for the evaluation of driver experience, qualifications, and area(s) of personal interest regarding motorcycle safety and participation in the MMP; Create forums where experienced Mentors can meet with less-experienced motorcycle riders for awareness and education; Recruit Mentor participation in garrison safety activities; Assess Motorcycle Mentor contributions to the MMP for possible submission for the annual USAREUR/7A CG Award for Accident Prevention.

(4) Provide the DMWR with the U.S. Army Combat Readiness Center's draft On-post Motorcycle Club charter document. Assist in drafting charter documents to meet the motorcycle club interest.

(5) Together with the PAO, develop a Motorcycle Safety Web Page to support the garrison's accident prevention efforts; Provide PAO with documents for web page postings. Include web links to the U.S. Army Combat Readiness Center (CRC), the CRC POV Risk Reduction tool, ASMIS-2, and the Motorcycle Safety Foundation web site.

(6) Author a series of motorcycle safety awareness articles for publishing in all available PAO media.

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(7) Promote motorcycle safety through accident awareness events, information kiosks and motorcycle safety displays.

(8) Develop a Motorcycle Safety List Server for the distribution of motorcycle safety information and information on garrison safety initiatives and accident prevention efforts.

4. Point of Contact for this action is the Installation Safety Office at DSN 360-7270.

A handwritten signature in black ink, appearing to read 'R. Richardson', with a large, stylized initial 'R'.

RICHARD S. RICHARDSON  
LTC, FA  
Commanding

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